

Town of Bethel
Town Council Meeting Minutes
July 5, 2022 – 7:00 p.m.

1. Meeting Called to Order: The meeting was called to order at 7:01 p.m. by K. Phillips. Present were K. Phillips, R. Campfield, M. Shaver, P Kough, V. Proctor and Town Clerk, Martha Hawkins.

2. Pledge of Allegiance: The Pledge of Allegiance was led by K. Phillips.

3. Trey Wallace with Pratt Insurance: T. Wallace could not attend. This will be put on the August agenda.

4. Secretary's Report: P. Kough presented the June Council Meeting Minutes. V. Proctor made a motion to accept the minutes. P. Kough seconded the motion. The motion passed unanimously.

5. Town Clerk's Report: Town Clerk, Martha Hawkins presented the Town Clerk's report. The report was amended to show that the date items are due to the secretary for the August agenda is July 22, 2022. R. Campfield made a motion to accept the clerk's report. P. Kough seconded the motion. The motion passed unanimously.

6. Treasurer's Report:

a. Bills to be Paid: M. Shaver presented the bills to be paid. R. Campfield made a motion to pay the bills as presented. V. Proctor seconded the motion. The motion passed unanimously.

b. Treasurer's Report: M. Shaver presented the Treasurer's Report. V. Proctor made a motion to accept the Treasurer's Report. R. Campfield seconded the motion. The motion passed unanimously.

c. Proposed Budget: R. Campfield made a motion to accept the proposed budget. V. Proctor seconded the motion. The motion passed unanimously.

7. Issues Addressed to Town Solicitor:

a. Proposed Ordinance 9A.3.5 – Portable Manufactured Buildings:
Limitations: V. Proctor forwarded the ordinance to J. Murray for comment. J. Murray has not responded. V. Proctor will contact her again.

b. Cemetery Transfer: Ann Brumbley is looking for the deed.

c. Complaint Process: M. Hawkins contact J. Murray’s office regarding putting a second letter in the complaint process on the attorney’s letterhead. She has not heard back from the attorney. V. Proctor will contact J. Murray.

8. Building Permits: K. Phillips reported that one building permit was issued to Brooks Hearne for an addition.

9. Comprehensive Plan Update: A zoom meeting was held on June 22, 2022 with V. Proctor; H. Vanderslice; P. Kough; Nicole Minni, University of Delaware, Institute of Public Administration; and Dorothy Morris, OMB, State Planning Office. D. Morris can help with land use and population projections. She also has a check list of what is required in the Plan and what agencies would like to have. Our questionnaire has to be reworded to conform with some changes that the state has made since our last questionnaire.

A discussion was held regarding the printout of the thumb drive with a version of the Comprehensive Plan.

A new questionnaire should be prepared and distributed to Town residents with different questions that reflect changes that have occurred in the town since the last questionnaire.

10. Community House Rental Contract: A first version of the rental contract was presented by M. Hawkins. A discussion was held regarding additions to the contract. It will be put on the August Agenda.

11. Old/New Business: None of the companies contacted regarding washing the Community House windows are able to do so. Washing the windows will be dropped.

Jeff Hastings has requested crush and run on the road behind the Bethel Museum. The town has to own the road in order to pave it.

Emily Whaley asked if existing parcels are required to have a driveway. The parcel she was asking about does have a driveway.

M. Hawkins needs to know by July 19th what we want on the insert for tax bills.

R. Campfield asked whether or not a town can take a property legally after it hasn't been taken care of. V. Proctor said the process is in Chapter 2 of our ordinances.

A discussion was held regarding contacting Mike Smith about becoming our town attorney. M. Hawkins will set up a meeting for August. This will be put on our August Agenda.

A discussion was held regarding the feral cats in town. M. Hawkins and P. Kough will draft a letter to be sent to Tim Dukes and Bryant Richardson about the feral cats.

12. Adjourn Meeting: The meeting was adjourned at 8:19.